

# FREE INCOME TAX CLINIC

**BY APPOINTMENT ONLY**

**February 22 to April 28, 2017**

**TO QUALIFY YOU MUST**

(a) Have been in Canada for 5 Years or Less

(b) Meet one of the following income requirements

COUPLE	Up to \$40,000
SINGLE PERSON	Up to \$30,000
ONE ADULT WITH CHILD	Up to \$35,000
EACH ADDITIONAL DEPENDENT	\$2,500

**Some Evening and Saturday  
Appointments are Available**

**NOTE:** *Clients with businesses or rental income  
DO NOT qualify for this Free Tax Clinic*



**Welcome Centre - Ajax**  
458 Fairall Street, Unit 5  
Ajax, ON L1S 1R6

**Toll-free: 1-877-761-1155**  
[www.welcomecentre.ca](http://www.welcomecentre.ca)

**FOR MORE INFORMATION OR TO BOOK AN APPOINTMENT**

**ASK RECEPTION OR CALL 1-877-761-1155**

## Check List

To get the best refund on your taxes, please bring all the documents that you have that is listed on the checklist below to your appointment.

- Copy of completed **2015** income tax return and **2015** Notice of Assessment
- Social Insurance Number for attending client and their spouse/common-law partner
- List of dependents and exact birth dates (day/month/year)
- Social Insurance Number for each dependent (if available)

### ALL RECEIPTS OF INCOME - EXAMPLES

- T4 Salary and Wages
- T4A Pension, Retirement, Annuity and Other Income (e.g. Scholarships)
- T4A (OAS) Old Age Security
- T4A (P) Canada Pension Plan Benefits
- T4E Employment Insurance Benefits
- T4RIF Registered Income Fund Income
- T4 RSP Registered Retirement Savings Plan Income
- T5 Interest & Dividends Payments
- T3 Statement of Trust Income
- T5007 Worker's Compensation/Social/Social Assistance Payments
- RC62 Universal Child Care Benefit Statement
- RC210 Working Income Tax Benefit Advance Payments Statement
- All Foreign Income Receipts/Statements
- US Social Security Statement (including the year client(s) started collecting)
- Property Taxes or Rent Paid During the Year and All Addresses of Place of Residence During the Year and Name(s) of Landlord
- Childcare Expenses (Plus Caregiver's SIN), Including Form T778
- Medical Expenses
- Public Transit Passes & Receipts
- Union Dues
- Tuition Fees/Education Amount (T2202/T2202A)
- Student Loan Interest
- RRSP Contributions
- Disability Certificate - Form T2201 (if first year of claim or if previous one has expired)

## Please Note

This list has been put together only as a guide to help you prepare your documents and information. Some other items may not be reflected on this list.